

Epidemiologist 3 (Director of Healthcare Statistics)

SUMMARY: Serves as the Director of Healthcare Statistics, under the direct supervision of the Assistant Commissioner, Division of Policy, Planning and Assessment, Tennessee Department of Health.

The Office of Healthcare Statistics is responsible for: (1) developing, facilitating, and supervising research opportunities in health areas that align with the Commissioner of Health's expressed health priorities; (2) providing leadership in strategic planning, program evaluation, and publication of health findings for both internal and external publication; (3) facilitating chronic disease research on behalf of the state of Tennessee and sharing research findings with commissioners, legislators, State officials, and appropriate media; and (4) providing statistical, epidemiological and evaluation support to the Department's public health programs, other state agencies, and the State Legislature upon request.

DISTINGUISHING FEATURES:

1. Manages and provides direction for the daily operations of the Office of Healthcare Statistics, which includes the Hospital Discharge Data System, Ambulatory Surgical Treatment Center and Outpatient Diagnostic Center Data Systems, and Injury Statistics.
2. Establishes work requirements and output standards; develops, implements, and enforces policies and procedures; and evaluates customer issues, facilitates problem resolution, and maximizes customer service.
3. Develops work-plans and monitors projects and tasks to confirm that they are carried out as designed, are technically sound, and are progressing on schedule in order to achieve short- and long-term goals.
4. Determines functional objectives, staffing and training needs for the Office of Healthcare Statistics and facilitates the provision of necessary resources to meet those identified needs.
5. Provides technical and analytical expertise in responding to complex, specialized report requests requiring high-level data analysis and data management.
6. Manages relationships and communications with representatives of multiple federal and state agencies.
7. Coordinates the continuous compilation, analysis, and distribution of health information such as fact sheets, annual burden documents, disparity reports, and health impact reporting to assist agency leaders in program planning, program evaluation, and decision-making.
8. Possesses strong written, oral, interpersonal and presentation skills and the ability to effectively communicate at all levels.
9. Promotes team work and a harmonious work environment, encouraging professional development.
10. Demonstrates advanced proficiency and experience in statistical programming using SAS; statistical analysis using SPSS, STATA, or SAS; Microsoft Excel.
11. Expected to produce peer reviewed quality publications in professional journals.
12. Liaison with academic and other scientific professionals to develop research projects that merit federal funding and contribute to the body of research in public health.

MINIMUM EDUCATION AND EXPERIENCE: The minimum qualifications are a doctorate degree in epidemiology with three to five years' experience; or a doctorate degree in public health, biostatistics, statistics, health informatics, health sciences, biomedical sciences or environmental sciences, plus five to seven years' work experience in epidemiology; or a master's degree in epidemiology, public health, biostatistics, statistics or health informatics with seven years' work experience in epidemiology; or a master's degree in a health science, biomedical science or environmental science field with seven to ten

years' work experience in epidemiology. Degrees must be from an accredited college or university. CDC EIS or CDC/CSTE Applied Epidemiology Fellowship or a master's degree in public health (MPH or MSPH) can substitute for two years' work experience. It is preferred that the applicant have three to five years of supervisory experience.

COMPENSATION INFORMATION: minimum \$5,523; mid-point - \$7,731 monthly
Negotiable – Commensurate with Qualifications

Please Note: A background check will be used as part of our hiring process.

How to Apply: Resumes can be emailed to Kathy.S.Allen@tn.gov and must be received by November 24, 2016. **Please note the title of the position that you are applying for in your email.**

The State of Tennessee is an equal opportunity, equal access, affirmative action employer.